

Auditor's Office 2300 Bloomdale Rd. Suite 3100 McKinney, Texas 75071 www.collincountytx.gov

To: Honorable County Judge and Commissioners

From: Jeff May, County Auditor

Date: June 11, 2013

Re: Discussion of non-capital equipment tracking

Commissioner Webb requested a discussion of tracking non-capital equipment. As of today non-capital equipment is the responsibility of Department Heads and Elected Officials to track. This is current not centralized and not audited. I would like to get some direction from the Commissioners Court for any changes in our procedures and creating a possible policy regarding this issue.